



**4310-VH-P**

**DEPARTMENT OF THE INTERIOR**

**Bureau of Safety and Environmental Enforcement**

**[Docket ID BSEE-2013-0005; OMB Control Number 1014-NEW; 134E1700D2  
EEEE500000 ET1SF0000.DAQ000]**

**Information Collection Activities: Application for Permit to Modify; Proposed  
Collection; Comment Request**

**ACTION:** 60-day notice.

**SUMMARY:** To comply with the Paperwork Reduction Act of 1995 (PRA), **Bureau of Safety and Environmental Enforcement** (BSEE) is inviting comments on a collection of information that we will submit to the Office of Management and Budget (OMB) for review and approval. The submission of this information collection request (ICR) is necessary so that both industry and BSEE have a better understanding of the regulatory requirements associated with all supporting data and information that is submitted with an Application for Permit to Modify (APM) under the multiple subparts. This ICR will separate out the hours and non-hour cost burdens associated with APMs from its currently approved IC into its own separate collection; it will also reflect more accurate burden estimates.

**DATE:** You must submit comments by [INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER].

**ADDRESSES:** You may submit comments by either of the following methods listed below.

- Electronically: go to <http://www.regulations.gov>. In the Search box, enter BSEE-2013-0005 then click search. Follow the instructions to submit public comments and view all related materials. We will post all comments.
- Email [cheryl.blundon@bsee.gov](mailto:cheryl.blundon@bsee.gov). Mail or hand-carry comments to the Department of the Interior; BSEE; Regulations and Standards Branch; Attention: Cheryl Blundon; 381 Elden Street, HE3313; Herndon, Virginia 20170-4817. Please reference ICR 1014-0017 in your comment and include your name and return address.

**FOR FURTHER INFORMATION CONTACT:** Cheryl Blundon, Regulations and Standards Branch at (703) 787-1607 to request additional information about this ICR.

**SUPPLEMENTARY INFORMATION:**

**Title:** 30 CFR 250, Application for Permit to Modify (APM), BSEE-0124.

**Form:** BSEE-0124.

**OMB Control Number:** 1014-NEW.

**Abstract:** The Outer Continental Shelf (OCS) Lands Act, as amended (43 U.S.C. 1331 *et seq.* and 43 U.S.C. 1801 *et seq.*), authorizes the Secretary of the Interior to prescribe rules and regulations to administer leasing of mineral resources on the OCS. Such rules and regulations will apply to all operations conducted under a lease, right-of-way, or a right-of-use and easement. Operations on the OCS must preserve, protect, and develop oil and natural gas resources in a manner that is consistent with the need to make such resources available to meet the Nation's energy needs as rapidly as possible; to balance orderly energy resource development with protection of human, marine, and coastal environments; to ensure the public a fair and equitable return on the resources of the OCS; and to preserve and maintain free enterprise competition. Section 1332(6) states

that “operations in the Outer Continental Shelf should be conducted in a safe manner by well trained personnel using technology, precautions, and other techniques sufficient to prevent or minimize the likelihood of blowouts, loss of well control, fires, spillages, physical obstructions to other users of the waters or subsoil and seabed, or other occurrences which may cause damage to the environment or to property or endanger life or health.”

In addition to the general authority of OCSLA, section 301(a) of the Federal Oil and Gas Royalty Management Act (FOGRMA), 30 U.S.C. 1751(a), grants authority to the Secretary to prescribe such rules and regulations as are reasonably necessary to carry out FOGRMA’s provisions. While the majority of FOGRMA is directed to royalty collection and enforcement, some provisions apply to offshore operations. For example, section 108 of FOGRMA, 30 U.S.C. 1718, grants the Secretary broad authority to inspect lease sites for the purpose of determining whether there is compliance with the mineral leasing laws. Section 109(c)(2) and (d)(1), 30 U.S.C. 1719(c)(2) and (d)(1), impose substantial civil penalties for failure to permit lawful inspections and for knowing or willful preparation or submission of false, inaccurate, or misleading reports, records, or other information. The Secretary has delegated some of the authority under FOGRMA to BSEE.

The Independent Offices Appropriations Act (31 U.S.C. 9701), the Omnibus Appropriations Bill (Pub. L. 104-133, 110 Stat. 1321, April 26, 1996), and OMB Circular A-25, authorize Federal agencies to recover the full cost of services that confer special benefits. Under the Department of the Interior’s implementing policy, the Bureau of Safety and Environmental Enforcement (BSEE) is required to charge fees for services

that provide special benefits or privileges to an identifiable non-Federal recipient above and beyond those which accrue to the public at large. Applications for permits to drill are subject to cost recovery, and BSEE regulations specify a service fee for this request.

Regulations implementing these responsibilities are among those delegated to BSEE. The regulations at 30 CFR part 250 stipulate the various requirements that must be submitted with an Application for Permit to Modify (APM), Form BSEE-0124, which are the subject of this collection. Currently, an APM is covered under 30 CFR part 250, subpart D, 1014-0018, and when discussed in Subparts E, F, H, P, Q, they are cross referenced. It is difficult to correlate the APM burden requirements in the other subparts with their respective burden. By putting APMs, along with all the required documentation throughout the various subparts into one ICR, we feel that this situation will be alleviated and will reflect more accurate burden estimates. This request also covers the related Notices to Lessees and Operators (NTLs) that we issue to clarify, supplement, or provide additional guidance on some aspects of our regulations.

In this ICR, we have included a certification statement on the form to state that false submissions are subject to criminal penalties. Also, we clarified some sections of Form BSEE-0124. This poses minor edits and they are as follows:

Question #8 was split into 8a. and 8b. Current question 8 is now 8a. Question 8b. asks for the well status (current), and

Question #18 updated the regulatory citations.

The BSEE uses the information to ensure safe well completion, workover and decommissioning operations and to protect the human, marine, and coastal environment. Among other things, BSEE specifically uses the information to ensure: the well

completion, workover and decommissioning unit is fit for the intended purpose; equipment is maintained in a state of readiness and meets safety standards; each well completion, workover and decommissioning crew is properly trained and able to promptly perform well-control activities at any time during well operations; compliance with safety standards; and the current regulations will provide for safe and proper field or reservoir development, resource evaluation, conservation, protection of correlative rights, safety, and environmental protection. We also review well records to ascertain whether the operations have encountered hydrocarbons or H<sub>2</sub>S and to ensure that H<sub>2</sub>S detection equipment, personnel protective equipment, and training of the crew are adequate for safe operations in zones known to contain H<sub>2</sub>S and zones where the presence of H<sub>2</sub>S is unknown.

We also use the information to determine the conditions of the site to avoid hazards inherent in well completion, workover and decommissioning operations. Specifically, we use the information to evaluate and approve the adequacy of the equipment, materials, and/or procedures that the lessee or operator plans to use during well completion, workover and decommissioning plan modifications and changes in major equipment. In addition, except for proprietary data, BSEE is required by the OCS Lands Act to make available to the public certain information that is submitted.

The BSEE will protect proprietary information according to the Freedom of Information Act (5 U.S.C. 552) and its implementing regulations (43 CFR part 2); 30 CFR 250.197, *Data and information to be made available to the public or for limited inspection*; and 30 CFR part 252, *OCS Oil and Gas Information Program*. No items of a

sensitive nature are collected. Responses are required to obtain or retain a benefit or they are mandatory.

**Frequency:** On occasion and as required in the regulations.

**Description of Respondents:** Potential respondents comprise Federal oil, gas, or sulphur lessees and/or operators.

**Estimated Reporting and Recordkeeping Hour Burden:** In this submission, we are estimating 9,770 burden hours. The following chart details the individual components and respective hour burden estimates of this ICR. In calculating the burdens, we assumed that respondents perform certain requirements in the normal course of their activities.

We consider these to be usual and customary and took that into account in estimating the burden.

Citation 30 CFR 250 APM's	Reporting or Recordkeeping Requirement	Hour Burden	Average No. of Annual Responses	Annual Burden Hours (Rounded)
		Non-Hour Cost Burdens		
Subparts D, E, F, H, P, Q	Submit plans on BSEE-0124 (Application for Permit to Modify). (This burden represents only the filling out of the form, the requirements are listed separately below).	1	2,893 applications	2,893
		2,893 applications x \$125 application fee = \$361,625		
Subparts D, E, F, H, P, Q	Submit revised plans on BSEE-0124 (Application for Permit to Modify). (This burden represents only the filling out of the form, the requirements are listed separately below). [GOMR does not charge for revised APMs].	1	1,551 applications	1,551
		Subtotal	4,444 responses	4,444 hour burdens
			\$361,625 non-hour cost burdens	
Subpart A				
125	Submit evidence of your fee for services receipt.	Exempt under 5 CFR 1320.3(h)(1).		0
197	Written confidentiality agreement.	Exempt under 5 CFR 1320.5(d)(2).		0
Subpart D				
423(c)(3); 449(j); 449(k); 460(a):	There are some regulatory requirements that give respondents the option of submitting with their APD or APM; industry advised us that when it comes to this particular subpart, they submit a	Burden covered under 30 CFR 250, Subpart D - 1014-0018.		0

Citation 30 CFR 250 APM's	Reporting or Recordkeeping Requirement	Hour Burden	Average No. of Annual Responses	Annual Burden Hours (Rounded)
		Non-Hour Cost Burdens		
465	Revised APD. There are no APM submittals under this subpart.			
<b>Subpart E</b>				
513(a)	Obtain written approval for well-completion operations. Submit the following information, which includes but not limited to: request approval for the completion or if the completion objective or plans have changed; description of the well-completion procedures; statement of the expected surface pressure, and type and weight of completion fluids; schematic drawing; a partial electric log; H2S presence or if unknown.	1	181 submittals	181
514(d)	Obtain approval to displace kill weight fluid with detailed step-by-step written procedures that include, but are not limited to: number of barriers, tests, BOP procedures, fluid volumes entering and leaving wellbore procedures.	40 mins.	175 submittals	117
515	(a thru c) For completion operations, include the following BOP descriptions: components, pressure ratings and test pressures; schematic; independent third-party verification and supporting documentation about blind-shear rams.	30 mins.	181 submittals	91
	(d) When you use a subsea BOP stack, submit independent third-party verification about BOP stack requirements.	15 mins.	17 submittals	4
	(e)(1), (2) Independent third-party qualifications and evidence/ supporting documentation demonstrating their abilities.	20 mins.	192 submittals	64
516(a)	Submit a well-control procedure that indicates how the annular preventer will be utilized, and the pressure limitations that will be applied during each mode of pressure control.	15 mins.	181 submittals	45
517(d)	(8) Submit for approval test procedures, including how you will test each ROV function.	20 mins.	17 submittals	6
	(9)(i) Submit for approval test [autoshear and deadman] procedures. Include all required documentation.	15 mins.	17 submittals	4
526(a)	Submit a notification of corrective action of the diagnostic test.	15 mins.	68 notifications	17
<b>Subtotal of Subpart E</b>			<b>1,046 responses</b>	<b>529 hour burdens</b>
<b>Subpart F</b>				
613	(a), (b) Request approval to begin other than normal workover, which includes description of procedures, changes in equipment, schematic, info about H2S, etc..	30 mins.	802 requests	401
	(c) If completing to a new zone, submit reason for abandonment and statement of anticipated pressure data for new zone.	10 mins.	205 submittal	34

Citation 30 CFR 250 APM's	Reporting or Recordkeeping Requirement	Hour Burden	Average No. of Annual Responses	Annual Burden Hours (Rounded)
		Non-Hour Cost Burdens		
	(d) Within 30 days after completing the well-workover operation, except routine operations, submit showing the work as performed.	15 mins.	762 submittals	191
614(d)	Obtain approval to displace kill weight fluid with detailed step-by-step written procedures that include, but are not limited to: number of barriers, tests, BOP procedures, fluid volumes entering and leaving wellbore procedures.	40 mins.	51 requests	34
615	(a thru c) For workover operations, include the following BOP descriptions with your submittal: components, pressure ratings and test pressures; schematic; independent third-party verification and supporting documentation about blind-shear rams.	30 mins.	629 submittals	315
	(d) When you use a subsea BOP stack, independent third-party verification about BOP stack requirements.	15 mins.	51 verifications	13
	(e)(1), (2) Independent third-party qualifications and evidence/ supporting documentation demonstrating their abilities.	20 mins.	576 submittals	192
616(a)	Submit well-workover procedures how the annular preventer will be utilized and the pressure limitations that will be applied during each mode of pressure control.	20 mins.	629 procedures	210
616(f)(4)	Obtain approval to conduct operations without downhole check valves, describe alternate procedures and equipment to conduct operations without downhole check valves.	15 mins.	273 approvals	68
617(d), (h)(1+2)	Obtain approval: stump test and include procedures; test procedures, including how you will test each ROV function and autoshear deadman; include required documentation; and utilization description.	40 mins.	51 approvals	34
<b>Subtotal of Subpart F</b>			<b>4,029 responses</b>	<b>1,492 hour burdens</b>
<b>Subpart H</b>				
801(h)	Request approval to temporarily remove safety device for non-routine operations.	10 mins.	55 approvals	9
807(a)	Submit detailed information that demonstrates the SSSVs and related equipment capabilities re HPHT; include discussions of design verification analysis and validation, functional listing process, and procedures used; explain fit-for-service.	40 mins.	15 submittals	10
<b>Subtotal of Subpart H</b>			<b>70 responses</b>	<b>19 hour burdens</b>
<b>Subpart P</b>				
It needs to be noted that for Sulphur Operations, while there may be burden hours listed that are associated with some form of an APM submittal, we have not had any sulphur leases for numerous years, therefore, we are submitting minimal burden.				



Citation 30 CFR 250 APM's	Reporting or Recordkeeping Requirement	Hour Burden	Average No. of Annual Responses	Annual Burden Hours (Rounded)
		Non-Hour Cost Burdens		
1618(a), (b)	Request approval / submit requests for changes in plans, changes in major drilling equipment, proposals to deepen, sidetrack, complete, workover, or plug back a well, or engage in similar activities; include but not limited to, detailed statement of proposed work changed; present state of well; after completion, a detailed report of all the work done and results.	30 mins.	1 plan	1
1619(b)	Submit duplicate copies of the records of all activities related to and conducted during the suspension or temporary prohibition.	10 mins.	1 submittal	1
1622(a), (b)	Obtain written approval to begin operations; include description of procedures followed; changes to existing equipment, schematic drawing; zones info re H2S, etc.	20 mins.	1 approval	1
1622(c)	(2) Submit results of any well tests and a new schematic of the well if any subsurface equipment has been changed.	10 mins.	1 submittal	1
<b>Subtotal of Subpart P</b>			<b>4 responses</b>	<b>4 hour burdens</b>
<b>Subpart Q</b>				
1706(a)	Request approval of well abandonment operations.	20 mins.	710 requests	237
1706(f)	(4) Request approval to conduct operations without downhole check valves, describe alternate procedures and equipment.	15 mins.	500 requests	125
1707(d)	Submit and obtain approval of plan describing the stump test procedures.	10 mins.	50 submittals	8
1707(h)	(1) Submit test procedures, including how you will test each ROV function for approval; include documentation and utilization description.	30 mins.	50 submittals	25
1709	Obtain approval to displace kill weight fluid with detailed step-by-step written procedures that include, but are not limited to: number of barriers, tests, BOP procedures, fluid volumes entering and leaving wellbore procedures.	30 mins.	50 submittals	25
1712; 1704(g)	(a), (b), (d), (f)(9 + 11), (g) Obtain and receive approval before permanently plugging a well or zone. Include in request, but not limited to, reason plugging well, with relevant information; well test and pressure data; type and weight of well control fluid; a schematic listing mud and cement properties; plus testing plans. Submit Certification by a Registered Professional Engineer of the well abandonment design and procedures; certify the design	40 mins.	244 certifications	163

Citation 30 CFR 250 APM's	Reporting or Recordkeeping Requirement	Hour Burden	Average No. of Annual Responses	Annual Burden Hours (Rounded)
		Non-Hour Cost Burdens		
	(c), (e), (f) Obtain and receive approval before permanently plugging a well or zone. Include in request, but not limited to max surface pressure and determination; description of work; well depth, perforated intervals; casing and tubing depths/details, plus locations, types, lengths, etc.	1.5	444 submittals	666
1717; 1704(g)	Submit with a final well schematic, description, nature and quantities of material used; relating to casing string - description of methods used, size and amount of casing and depth.	1	434 submittals	434
1721(a), (g), (h); 1704(g)	Submit the applicable information required to temporarily abandon a well for approval; after temporarily plugging a well, submit well schematic, description of remaining subsea wellheads, casing stubs, mudline suspension equipment and required information of this section; submit certification by a Registered Professional Engineer of the well abandonment design and procedures; certify design.	70 mins.	1,296 submittals	1,512
1722(a), (d); 1704(g)	Request approval to install a subsea protective device.	30 mins.	15 requests / submittals	8
	Submit a report including dates of trawling test and vessel used; plat showing trawl lines; description of operation and nets used; seafloor penetration depth; summary of results listed in this section; letter signed by witness of test.	1.5		23
1723(b); 1704(g)	Submit a request to perform work to remove casing stub, mudline equipment, and/or subsea protective covering.	20 mins.	150 requests	50
1743(a); 1704(g)	Submit signed certification; date of verification work and vessel; area surveyed; method used; results of survey including debris or statement that no objects were recover; a post-trawling plot or map showing area.	1.25	5 certifications	6
<b>Subtotal of Subpart Q</b>			<b>3,948 responses</b>	<b>3,282 hour burdens</b>
<b>Total Burden</b>			<b>13,541 annual responses</b>	<b>9,770 annual burden hours</b>
			<b>\$361,625 non-hour cost burdens</b>	

### Estimated Reporting and Recordkeeping Non-Hour Cost Burden:

We have identified one non-hour cost burden for this collection. The 30 CFR part 250 regulations require a cost recovery fee of \$125 cost recovery fee (non-hour cost burden) for APM submittals. The application fee is required to recover the Federal Government's processing costs. We have not identified any other non-hour cost burdens associated with this collection of information. We estimate a total reporting non-hour cost burden of \$361,625 for this collection.

**Public Disclosure Statement:** The PRA (44 U.S.C. 3501, *et seq.*) provides that an agency may not conduct or sponsor a collection of information unless it displays a currently valid OMB control number. Until OMB approves a collection of information, you are not obligated to respond.

**Comments:** Before submitting an ICR to OMB, PRA section 3506(c)(2)(A) requires each agency “. . . to provide notice . . . and otherwise consult with members of the public and affected agencies concerning each proposed collection of information . . .”.

Agencies must specifically solicit comments to: (a) evaluate whether the collection is necessary or useful; (b) evaluate the accuracy of the burden of the proposed collection of information; (c) enhance the quality, usefulness, and clarity of the information to be collected; and (d) minimize the burden on the respondents, including the use of technology.

Agencies must also estimate the non-hour paperwork cost burdens to respondents or recordkeepers resulting from the collection of information. Therefore, if you have other than hour burden costs to generate, maintain, and disclose this information, you should comment and provide your total capital and startup cost components or annual operation, maintenance, and purchase of service components. For further information on this

burden, refer to 5 CFR 1320.3(b)(1) and (2), or contact the Bureau representative listed previously in this notice.

We will summarize written responses to this notice and address them in our submission for OMB approval. As a result of your comments, we will make any necessary adjustments to the burden in our submission to OMB.

**Public Comment Procedures:** Before including your address, phone number, email address, or other personal identifying information in your comment, you should be aware that your entire comment—including your personal identifying information—may be made publicly available at any time. While you can ask us in your comment to withhold your personal identifying information from public review, we cannot guarantee that we will be able to do so.

Dated: November 22, 2013.

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Robert W. Middleton, Deputy Chief,  
Office of Offshore Regulatory Programs.

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